

Town of Whitestown

Whitestown, Indiana 46075

Invitation to Bid-Vehicle Purchase

The Town of Whitestown is seeking bid proposals for two energy efficient and low emission vehicles. The deadline for bid proposals based on the Bid package is 4:00 PM on Wednesday June 8, 2011. Bid packets are also available on line at www.whitestown.in.gov or by contacting Town Hall at 317-769 6871.

VEHICLE PURCHASE

Goal of the Bid Proposal: To reduce the cost of operation and environmental impact from two (2) vehicles within the Town of Whitestown's Municipal departments.

Objective: Purchase outright or through vehicle financing for a 60 month period, two new, fuel efficient, lower EPA emissions (EPA SmartWay Certified) vehicles.

1.0 GENERAL INFORMATION:

1.1 Purpose: The Town of Whitestown is seeking bid proposals for a total of 2 new vehicles with a minimum City EPA Rated 25 MPG and EPA SmartWay Certified on the following automatic transmission four door sedans. (2 door electric will be considered) V- 4 engine maximum. Two new (never titled) vehicle selection from the following 2010 and 2011 model year selection or other EPA SMARTWAY Certified Vehicles found @<http://www.epa.gov/greenvehicle/about.htm>:

- Nissan Sentra
- Nissan Versa
- Chevy Volt
- Chevy Cruze
- Hyundai- Accent Elantra
- Smart
- Toyota Yaris
- Toyota Prius (Hybrid & Non Hybrid models)
- Toyota Camry Hybrid
- Toyota Corolla (Hybrid & Non Hybrid models)

- Ford Fusion (Hybrid & Non Hybrid models)
- Ford Focus (Hybrid & Non Hybrid models)
- Honda Civic (Hybrid & Non Hybrid models)
- Honda Fit (Hybrid & Non Hybrid models)

1.2 Definition of Parties: The Town of Whitestown will hereinafter be referred to as the "Town." Respondents to the BID shall be referred to as "Bidders." The Bidder to whom the contract is awarded shall be referred to as the "Contractor."

1.3 Product Information: The bidder shall clearly and specifically identify the product being offered and send specifications (including EPA mileage and Emission data) with the bid to enable the Town to determine if the product offered meets the requirements of the solicitation. Failure to do so may cause the bid to be considered nonresponsive.

1.4 Evaluation Criteria: Proposals will be evaluated on cost and the different criteria deemed to be in the Town's best interests, including, but not limited to: EPA Mileage and EPA Green Vehicle emission data, the Town's preference.

1.5 Communication with the Town: It is the responsibility of the bidder to inquire about any requirement of this Bid that is not understood.

1.6 Award of Proposal: Additional information may be requested of bidders deemed by the Town to be the best suited among those submitting proposals on the basis of the selection criteria. The Town reserves the right to waive minor irregularities and cancel this BID or reject any or all proposals in whole or in part.

1.7 Costs of Preparation: Bidder assumes all costs of preparation of the proposal and any presentations necessary to the proposal process.

1.8 Proposal Submission: A signed proposal must be received at the

Town Hall, 6320 Cozy Lane, Whitestown, IN 46075. **no later than**

4:00 p.m. local time Wednesday June 8, 2011. Faxed proposals will be accepted at 317 769 6871.

1.9 Registered owner is: The Town of Whitestown, 6320 S. Cozy Lane, Whitestown, IN 46075 –

Delivery: FOB 6320 S. Cozy Lane, Whitestown, IN 46075

2.0 Vehicle Financing:

a) The Town may request financing rates upon award of the vehicles for up to 60 months. Available loan rates are requested on the bid form.

b) There are two “trade-in” vehicles by the Town for these purchases. Both are 2005 Chevrolet V-6 Impalas having approximately 96,000 and 84,543 miles on the engines.

3.0 VEHICLE SPECIFICATIONS:

Two Vehicles: Standard Package with the following required

General Requirements:

- Full Warranty and Manuals
- Extended Warranty Pricing Requested including unique Hybrid components.
- Vehicles must contain completed pre-delivery checklist.
- Vehicles are to have temporary dealer registration plates on the vehicles
- Vehicles must be clean when delivered and all stickers removed, except the MSRP label.
- Vehicles must include all standard equipment as stated in retail sales literature. Two sets of keys. Do not delete any standard equipment for less expensive nonstandard equipment.
- Vehicles must comply with applicable Federal and State regulations and standards.

Factory installed equipment shall include (Any variances must be noted.):

- All season steel radial tires
- Automatic transmission w/overdrive
- Power steering and brakes
- Cloth interior
- Front and rear floor mats

- AM-FM stereo radio
- Air conditioning
- Tilt steering wheel
- Intermittent wipers
- Rear window defroster
- Protective body side moldings
- Standard wheel covers
- Standard color will be selected

Other considerations:

- The Town will provide: Liability and Collision Insurance & Maintenance & Registration costs
- Town reserves the right to conduct any test or inspection it may deem advisable to ensure that goods and services conform to the specifications.
- Any brand vehicle offered must have a dealership with servicing capability within a 20 mile radius of Whitestown. This does not preclude dealerships outside of that radius from submitting bids.
- Delivery Date of Vehicle(s)_____
- **Town is Tax Exempt from State and Federal Sales Tax**

INCLUDE SALES BROCHURE WITH YOUR BID For New Vehicle(s).

Inquiries must be made to: Brend Piscitelli

Town of Whitestown, 6320 Cozy Lane, P.O. 325 Whitestone, IN 46075

(317) 769 6871 or email at BPiscitelli@whitestown.in.gov

4.0. Pricing Bid Form –DUE 6/8/2011 –RETURN THIS FORM AND AFFIDAVIT

WITH BID & INCLUDE BROCHURE / WARRANTY INFORMATION WITH IT - Reproduce this form for more than one bid being submitted.

Bid Proposal Form:

Vehicles:	Vehicle #1	Vehicle #2	Total (numeric as applicable)
Vehicle Make			
Model			
Yr of Manufacture			
Engine			
City EPA Rating			
Delivery Time from order			
Warranty summary & enclosed full with proposal			
Vehicle bid Cost			
Extended Warranty Cost & Term			
Color Options			
Present Financing Rate on Vehicles Bid			

SIGNATURE AFFIDAVIT

In signing this bid, we also certify that we have not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or firm to submit or not to submit a bid; that this bid has been independently arrived at without collusion with any other bidder, competitor or potential competitor; that this bid has not been knowingly disclosed prior to the opening of bids to any other bidder or competitor; that the above statement is accurate under penalty of perjury. The undersigned, submitting this bid proposal, hereby agrees with all terms, conditions, and specifications by the Town in this invitation to bid and declares that the attached bid proposal and pricing are in conformity therewith.

Name (Type or Print) _____ Title: _____

Signature _____ Firm _____

Federal Tax ID # _____ -

Address: (Street, City, State, Zip Code) _____

Telephone _____ Fax _____ E-Mail _____

Date _____

Town of Whitestown

Addendum to This Vehicle Bid Invitation

5/19/2011

Bid on two 2003 to 2008 Used Toyota Camrys (this invitation is not in addition to the forgoing invitation/the Town reserves the right to choose this used car option in lieu of the previous new car option)

Bidder to provide pricing in compliance with the specifications, terms and conditions herein (as applicable for a used vehicle) including “trade ins” and as follows:

Quantity: 2

Vehicle (s): Used Toyota Camry – Model years 2003-2008 with 4 cylinder engine –
Maximum Mileage: 85,000

Specify Model:

Vehicle 1: _____

Vehicle 2: _____

Price:

Vehicle 1: _____

Vehicle 2: _____

Delivery Date: _____

Literature Describing Unit(s) attached (including e.g. “Car Fax”):

_____ Yes _____ No